

5

JRS

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

Total Hrs. 80

Enter Date	4/11/11	4/12/11	4/13/11	4/14/11	4/15/11	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant					2.5	2.5
ESG						0
General Fund						0
Lead Grant (2004-2007)					D	0
Home					O	0
Lead Grant (2007-2010)				D	W	0
Lead Grant/CDBG				L	O	0
Home/CDBG					P	0
NSP I						0
Lunch	1	1	1			3
Other					3.5	13.5

Enter Date	4/18/11	4/19/11	4/20/11	4/21/11	4/22/11	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant						20
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home					H	0
Lead Grant (2007-2010)					D	0
Lead Grant/CDBG					A	0
Home/CDBG					Y	0
NSP I						0
Lunch	1	1	1	1		4
Other						5

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Employee Signature/Date

Supervisor Signature/Date

Division/Section: 4/11/11 to 4/22/11

From: Dinah Bolton

To: Brian Watkins

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

#65

**Total Hrs. 80**

Enter Date ----->	2/15/10	2/16/10	2/17/10	2/18/10	2/19/10	
<b>Week One</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	
Block Grant	7		7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)		D				0
Lead Grant/CDBG		L				0
Home/CDBG						0
NSP 1						0
Lunch	1		1	1	1	4
Other		8				8

Enter Date ----->	2/22/10	2/23/10	2/24/10	2/25/10	2/26/10	
<b>Week Two</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	
Block Grant	7	7		7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)			D			0
Lead Grant/CDBG			L			0
Home/CDBG						0
NSP 1						0
Lunch	1	1		1	1	4
Other			8			8

Bond (Enter Project Name Below)						
						0
						0
						0
<b>Total</b>						<b>40</b>

Bond (Enter Project Name Below)						
						0
						0
						0
<b>Total</b>						<b>40</b>

Employee Signature/Date

Supervisor Signature/Date

Division/Section: **Development : 2/15/10 to 2/26/10**  
 From: **Dinah Bolton**  
 To: **Brian Watkins**

# 64

## Planning and Development Department Bi-Weekly Work Summary Personnel Activity Report Form

Total Hrs. 80

Enter Date ----->	2/1/10	2/2/10	2/3/10	2/4/10	2/5/10	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)	T	T	T	T	T	0
Lead Grant/CDBG	R	R	R	R	R	0
Home/CDBG						0
NSP 1						0
Lunch						0
Other	8	8	8	8	8	40

Enter Date ----->	2/8/10	2/9/10	2/10/10	2/11/10	2/12/10	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG	V					0
Home/CDBG	A					0
NSP 1	C					0
Lunch		1	1	1	1	4
Other	8					8

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 2/1/10  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 2/1/10 to 2/12/10  
From: Dinah Bolton  
To: Brian Watkins

#63

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

**Total Hrs. 80**

Enter Date ----->	1/18/10	1/19/10	1/20/10	1/21/10	1/22/10	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant			7	7	7	21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)	H					0
Lead Grant/CDBG	D	V				0
Home/CDBG	A	A				0
NSP 1	Y	C				0
Lunch			1	1	1	3
Other	8	8				16

Enter Date ----->	1/25/10	1/26/10	1/27/10	1/28/10	1/29/10	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	4	32
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)					V	0
Lead Grant/CDBG					A	0
Home/CDBG					C	0
NSP 1						0
Lunch	1	1	1	1		4
Other					4	4

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

Dan B. B. B.  
Employee Signature/Date

3/1/10  
Supervisor Signature/Date

Division/Section: Development : 1/18/10 to 1/29/10  
From: Dinah Bolton  
To: Brian Watkins

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

#62

**Total Hrs. 80**

Enter Date ----->	1/4/10	1/5/10	1/6/10	1/7/10	1/8/10	
<b>Week One</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	1/11/10	1/12/10	1/13/10	1/14/10	1/15/10	
<b>Week Two</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

*Dinah Bolton* 1/27/10  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: **Development : 1/4/10 to 1/15/10**  
From: **Dinah Bolton**  
To: **Brian Watkins**

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

# 61

**Total Hrs. 80**

Enter Date ----->	12/21/09	12/22/09	12/23/09	12/24/09	12/25/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)				H	H	0
Lead Grant/CDBG	V	V	V	D	D	0
Home/CDBG	A	A	A	A	A	0
NSP 1	C	C	C	Y	Y	0
Lunch						0
Other	8	8	8	8	8	40

Enter Date ----->	12/28/09	12/29/09	12/30/09	12/31/09	1/1/10	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)				H	H	0
Lead Grant/CDBG	V	V	V	D	D	0
Home/CDBG	A	A	A	A	A	0
NSP 1	C	C	C	Y	Y	0
Lunch						0
Other	8	8	8	8	8	40

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

Total 40

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

Total 40

D. Bolton 12/18/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 12/21/09 to 1/1/10  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

# 60

Total Hrs. 80

Enter Date ----->	12/7/09	12/8/09	12/9/09	12/10/09	12/11/09	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	12/14/09	12/15/09	12/16/09	12/17/09	12/18/09	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 12/18/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 12/7/09 to 12/18/09  
From: Dinah Bolton  
To: Brian Watkins

# 51

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

Total Hrs. 80

Enter Date ----->	11/23/09	11/24/09	11/25/09	11/26/09	11/27/09	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7			21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)				H	H	0
Lead Grant/CDBG				D	D	0
Home/CDBG				A	A	0
NSP 1				Y	Y	0
Lunch	1	1	1			3
Other				8	8	16

Enter Date ----->	11/30/09	12/1/09	12/2/09	12/3/09	12/4/09	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7		7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)		V				0
Lead Grant/CDBG		A				0
Home/CDBG		C				0
NSP 1						0
Lunch	1		1	1	1	4
Other		8				8

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton 12/8/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 11/23/09 to 12/4/09  
From: Dinah Bolton  
To: Brian Watkins



**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

*Revised #58*

**Total Hrs. 80.**

Enter Date ----->	11/9/09	11/10/09	11/11/09	11/12/09	11/13/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7		7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)			H			0
Lead Grant/CDBG			D			0
Home/CDBG			A			0
NSP I			Y			0
Lunch	1	1		1	1	4
Other			8			8

Enter Date ----->	11/16/09	11/17/09	11/18/09	11/19/09	11/20/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant			7		7	14
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)	S	S		T		0
Lead Grant/CDBG	I	I		R		0
Home/CDBG	C	C				0
NSP I	K	K				0
Lunch			1		1	2
Other	8	8		8		24

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

*Dinah Bolton 12/8/15*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: **Development : 11/9/09 to 11/20/09**  
From: **Dinah Bolton**  
To: **Brian Watkins**

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

#57

**Total Hrs. 80**

Enter Date ----->	10/26/09	10/27/09	10/28/09	10/29/09	10/30/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP I						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	11/2/09	11/3/09	11/4/09	11/5/09	11/6/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7		7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)		H				0
Lead Grant/CDBG		D				0
Home/CDBG		A				0
NSP I		Y				0
Lunch	1		1	1	1	4
Other		8				8

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

*Dinah Bolton*  
Employee Signature/Date

*11/24/09*  
Supervisor Signature/Date

Division/Section: Development : 10/26/09 to 11/6/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#56

Total Hrs. 80

Enter Date ----->	10/12/09	10/13/09	10/14/09	10/15/09	10/16/09	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	10/19/09	10/20/09	10/21/09	10/22/09	10/23/09	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dina Bolton* 11/2/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 10/12/09 to 10/22/09  
From: Dina Bolton  
To: Brian Watkins

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

#55

**Total Hrs. 80**

Enter Date ----->	9/28/09	9/29/09	9/30/09	10/1/09	10/2/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7			7	7	21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)		D	S			0
Lead Grant/CDBG		L	I			0
Home/CDBG			C			0
NSP 1			K			0
Lunch	1			1	1	3
Other		8	8			16

Enter Date ----->	10/5/09	10/6/09	10/7/09	10/8/09	10/9/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

*Dinah Bolton 10/4/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 9/28//09 to 10/9/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

*Continued*

#54

Total Hrs. 80

Enter Date ----->	9/14/09	9/15/09	9/16/09	9/17/09	9/18/09	
Week One	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP 1						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	9/21/09	9/22/09	9/23/09	9/24/09	9/25/09	
Week Two	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	4	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)			V			0
Lead Grant/CDBG			A			0
Home/CDBG			C			0
NSP 1						0
Lunch	1	1		1	1	4
Other			4			8

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton 9/2/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 9/14/09 to 9/25/09  
From: Dinah Bolton  
To: Brian Watkins

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

#53

**Total Hrs. 80**

Enter Date ----->	8/31/09	9/1/09	9/2/09	9/3/2009	9/4/09	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7		7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG				D		0
Home/CDBG				L		0
NSP 1						0
Lunch	1	1	1		1	4
Other				8		8

Enter Date ----->	9/7/09	9/8/09	9/9/09	9/10/09	9/11/09	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	4	7	25
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)	H					0
Lead Grant/CDBG	D			V		0
Home/CDBG	A			A		0
NSP 1	Y			C		0
Lunch		1	1		1	3
Other	8			4		12

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

Bond (Enter Project Name Below)						
						0
						0
						0

**Total 40**

*Dinah Bolton 9/2/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 8/31/09 to 9/11/09  
From: Dinah Bolton  
To: Brian Watkins

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

*Commuter*

#52

**Total Hrs. 80**

Enter Date ----->	8/17/09	8/18/09	8/19/09	8/20/09	8/21/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7		7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG		V				0
Home/CDBG		A				0
NSP I		C				0
Lunch	1		1	1	1	4
Other		8				8

Enter Date ----->	8/24/09	8/25/09	8/26/09	8/27/09	8/28/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP I						0
Lunch	1	1	1	1	1	4
Other	1					8

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

*Dinah Bolton 8/21/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: **Development : 8/17/09 to 8/28/09**

From: **Dinah Bolton**

To: **Brian Watkins**

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

# 51

*Completed*

Total Hrs. 80

Enter Date ----->	8/3/09	8/4/09	8/5/09	8/6/09	8/7/09	
Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP I						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	8/10/09	8/11/09	8/12/09	8/13/09	8/14/09	
Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)	✓					0
Lead Grant/CDBG	✓					0
Home/CDBG	c					0
NSP I						0
Lunch		1	1	1	1	4
Other	8					8

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 8/17/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 8/3//09 to 8/14/09  
From: Dinah Bolton  
To: Brian Watkins



**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

# 50

**Total Hrs. 80**

Enter Date ----->	7/20/09	7/21/09	7/22/09	7/23/09	7/24/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7		28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG					V	0
Home/CDBG					A	0
NSP 1					C	0
Lunch	1	1	1	1		4
Other					8	8

Enter Date ----->	7/27/09	7/28/09	7/29/09	7/30/09	7/31/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7			21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home					S	0
Lead Grant (2007-2010)					I	0
Lead Grant/CDBG				D	C	0
Home/CDBG				L	K	0
NSP 1						0
Lunch	1	1	1			3
Other				8	8	16

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

*Dinah Bolton* 8/2/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: **Development : 7/20/09 to 7/31/09**  
From: **Dinah Bolton**  
To: **Brian Watkins**

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

**Total Hrs. 80**

Enter Date ----->	7/6/09	7/7/09	7/8/09	7/9/09	7/10/09	
<b>Week One</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
NSP I						0
Lunch	1	1	1	1	1	5
Other						0

Enter Date ----->	7/13/09	7/14/09	7/15/09	7/16/09	7/17/09	
<b>Week Two</b>	<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>	
Block Grant	7	7		7		21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)			S			0
Lead Grant/CDBG			I		V	0
Home/CDBG			C		a	0
NSP I			K		C	0
Lunch	1	1		1		3
Other			8		8	16

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

<b>Bond (Enter Project Name Below)</b>						
						0
						0
						0

**Total 40**

*Dinah Bolton* 7/28/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development : 7/6/09 to 7/17/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#18

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	1.5		22.5
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home				C		0
Lead Grant (2007-2010)				O	V	0
Lead Grant/CDBG				M	A	0
Home/CDBG				P	C	0
Lunch	1	1	1			3
Other				6.5	8	14.5

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	7		21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home					H	0
Lead Grant (2007-2010)	V				D	0
Lead Grant/CDBG	A				A	0
Home/CDBG	C				Y	0
Lunch		1	1	1		3
Other	8				8	16

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 7/2/09  
Employee Signature/Date

Supervisor Signature/Date

Division/Section: Development: 6/22/09 to 7/3/09  
From: Dinah Bolton  
To: Brian Watkins

#47

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7		7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)			V			0
Lead Grant/CDBG			A			0
Home/CDBG			C			0
Lunch	1	1		1	1	4
Other			8			8

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 7/23/17  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 6/8/09 to 6/19/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#46

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7			14
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	H					0
Lead Grant (2007-2010)	D			D	V	0
Lead Grant/CDBG	A			L	A	0
Home/CDBG	Y				C	0
Lunch		1	1			2
Other	8			8	8	24

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Dinah Bolton 6/8/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 5/25/09 to 6/5/09  
From: Dinah Bolton  
To: Brian Watkins

# 45

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Dinah Bolton 6/1/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 5/11/09 to 5/22/09  
From: Dinah Bolton  
To: Brian Watkins

#44

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	V					0
Lead Grant (2007-2010)	A					0
Lead Grant/CDBG	C					0
Home/CDBG						0
Lunch		1	1	1	1	4
Other	8					8

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton 5/14/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 4/27/09 to 5/8/09  
From: Dinah Bolton  
To: Brian Watkins

#43

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7	7	35
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)						0
Lead Grant/CDBG						0
Home/CDBG						0
Lunch	1	1	1	1	1	5
Other						0

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7		7	7	7	28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)		V				0
Lead Grant/CDBG		A				0
Home/CDBG		C				0
Lunch	1		1	1	1	4
Other		8				8

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 5/6/09  
Employee Signature/Date

Supervisor Signature/Date

Division/Section: Development: 4/13/09 to 4/24/09  
From: Dinah Bolton  
To: Brian Watkins



Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#42

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7		28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home					S	0
Lead Grant (2007-2010)					I	0
Lead Grant/CDBG					C	0
Home/CDBG					K	0
Lunch	1	1	1	1		4
Other					8	8

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7	7		21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	S				H	0
Lead Grant (2007-2010)	I				D	0
Lead Grant/CDBG	C				A	0
Home/CDBG	K				Y	0
Lunch		1	1	1		3
Other	8				8	16

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton 4/17/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 3/30/09 to 4/10/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#41

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton* 4/17/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 3/16/09 to 3/27/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

# 40

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

*Dinah Bolton 4/17/09*  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 3/2/09 to 3/13/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#39

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Dinah Bolton 4/17/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 2/16/09 to 2/27/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#38

Total Hrs. 80

Week One:	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Week Two:	Mon	Tues	Wed	Thurs	Fri	
Block Grant						0
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home	F	F	F	F	F	0
Lead Grant (2007-2010)	M	M	M	M	M	0
Lead Grant/CDBG	L	L	L	L	L	0
Home/CDBG	A	A	A	A	A	0
Lunch						0
Other	8	8	8	8	8	40

Bond (Enter Project Name Below)	
	0
	0
	0

Total 40

Bond (Enter Project Name Below)	
	0
	0
	0

Total 40

Dinah Bolton 4/17/09  
Employee Signature/Date

Supervisor Signature/Date

Division/Section: Development: 2/2/09 to 2/13/09  
From: Dinah Bolton  
To: Brian Watkins

Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form

#37

Total Hrs. 80

Week One	Mon	Tues	Wed	Thurs	Fri	
Block Grant		7	7		7	21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home				S		0
Lead Grant (2007-2010)	H			I		0
Lead Grant/CDBG	D			C		0
Home/CDBG	A			K		0
Lunch	Y	1	1		1	3
Other	8			8		16

Week Two	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7			21
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home				F	F	0
Lead Grant (2007-2010)				M	M	0
Lead Grant/CDBG				L	L	0
Home/CDBG				A	A	0
Lunch	1	1	1			3
Other				8	8	16

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Dinah Bolton 1/23/09  
Employee Signature/Date

\_\_\_\_\_  
Supervisor Signature/Date

Division/Section: Development: 1/19/09 to 1/30/09  
From: Dinah Bolton  
To: Brian Watkins

#36

**Planning and Development Department Bi-Weekly Work Summary  
Personnel Activity Report Form**

Total Hrs.	80
------------	----

Week One:	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	7	7		28
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home						0
Lead Grant (2007-2010)					V	0
Lead Grant/CDBG					A	0
Home/CDBG					C	0
Lunch	1	1	1	1		4
Other					8	8

Week Two:	Mon	Tues	Wed	Thurs	Fri	
Block Grant	7	7	6	7	7	34
ESG						0
General Fund						0
Lead Grant (2004-2007)						0
Home			C			0
Lead Grant (2007-2010)			O			0
Lead Grant/CDBG			M			0
Home/CDBG			P			0
Lunch	1	1	1	1	1	5
Other			I			1

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Bond (Enter Project Name Below)						
						0
						0
						0

Total 40

Dinah Bolton 1/14/09 \_\_\_\_\_  
Employee Signature/Date Supervisor Signature/Date

Division/Section: Development: 1/5/09 to 1/16/09  
From: Dinah Bolton  
To: Brian Watkins